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| RVGSlogoSM | The Roanoke Valley Governor's School Foundation, Inc.  www.rvgs.k12.va.us   |  |  | | --- | --- | | 2104 Grandin Road, S.W.  Roanoke, Virginia 24015 | (540) 853-2116  Fax: (540) 853-1056 | |

**Board of Directors Meeting Agenda**

October 8, 2020 6:30 P.M. (virtual)

**The RVGS Education Foundation members present**

Shannon Anderson – Roanoke City, Ken Drewry – Roanoke City, Rebecca Hudson – Botetourt County, Cleo Kitt – Roanoke city, Irene May – Franklin County, Allison Price – Bedford County, Julie Sandzimier – Roanoke County, Tiffany Silva – Bedford County; Administration/Retirees: Mark Levy, Paula Buch, Fred Hoffman, Cam Srpan

1. **Call to Order / Agenda approval**

**VOTED**

1. **Election of new officers – VOTED to continue officers**

Slate of Officers 2020 - 2021:

President – Mark Levy

Secretary – Paula Buch

Treasurer - Fred Hoffman

Check signer(s) – Fred Hoffman, Cam Srpan

1. **Review of Financial Report**

Mr. Levy reviewed the 2019 – 2020 financial report. Mr. Levy stated although the Annual Appeal kick-off for fundraising is typically in November, we are currently beginning to receive private donations as well as corporate giving through PayPal. Miscellaneous funds used during the 2019 – 2020 school year were most helpful due the Covid-19 pandemic for purchases of i.e. air purifiers, senior recognition yard signs, materials needed for teachers to work virtually from home as well as teacher recognition at Christmas, cash awards for project forum, to name a few. There was discussion and agreement to remove donation recognition advertisements from the Roanoke Times due to cost, and instead post to the RVGS website, other social media sites and a poster in main lobby.

1. **Review of Funding Request**

Mr. Levy discussed these funding requests for the 2020 – 2021 school year:

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| **Need** | **Proposed** |
| Community Outreach Coordinator | $10,000 [\*] |
| 2020 Project Forum Awards for students | $5,000 [@] |
| Regional Fair Grand Award Sponsorship and State Fair Registration | $1,025 [\*] |
| 3D Printer and Scanner purchase | $10,000 [@] (cost split with RVGS) |
| Misc. support expenses | $2,000 [\*] |
| Misc. support expenses | $2,000 [@] |
|  |  |
| **CASH ON HAND** | $46,823 current funds  **$48,654 projected funds** |
| **REQUESTED EXPENDITURES** | **$30,025** |
| **CASH AFTER EXPENDITURES** | **$18,629** |
| **2020-21 FUNDRAISING TARGET** | **$30,000** |

The Community Outreach Coordinator (funded by the Foundation) manages social media, newsletters, posting to the RVGS website and social media. The Coordinator is a key role in promoting our program.

Mr. Levy explained that Project Forum Awards expenditures are an estimate based on total number of awards given.

Mr. Levy stated the Foundation has assisted with Regional Grand Award Sponsorship to support International Science and Engineering Fair registration and travel costs. This year’s ISEF competition will be held virtually, so travel costs are not required. In addition to ISEF registration costs, Mr. Levy requests funds for State Science Fair registration for students advancing from the Western Virginia Regional Science Fair.

The purchase of a new 3D printer / 3D Creaform Academia scanner has been purchased at the cost of $26,020.00. Mr. Levy is requesting the Foundation offset the cost by $10,000.00. Mr. Levy is also requesting, at his discretion, the use of miscellaneous expenses as needed that do not fund through RVGS operating accounts i.e. Shelley Stem Challenge, Senior Dinner, Govie Gala, motivational student rewards, staff recognition and / or emergency purchases.

The suggestion was discussed to get corporate sponsorship to cover the cost of student RVGS t-shirts (which would have the company name on the shirt).

**VOTED** to accept expenditures as detailed

1. **Updates to Annual Appeal related to virtual Project Forum format**

Project Forum has been moved to **MARCH 6, 2021**

Project Forum will be a virtual format for the 2020 – 2021 school year. The date has been pushed back due to reformatting the program. There will be discussion on the impact of the raffle / annual appeal, which occurs during Forum, with Mr. Levy and Mrs. Fisher. Regarding donations, the focus needs to be on direct donations in lieu of physical items.

The suggestion was made to have specific donations that would be ear-marked for i.e. annual appeal, COVID Teacher Fund, teacher appreciation, etc. in place of the raffle activities.

1. **Other Discussion Items**

None

**Meeting adjourned at 7:58 PM**